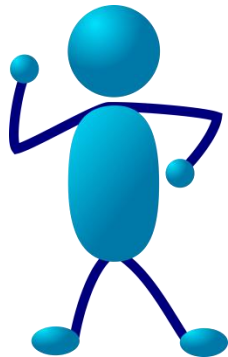# The Data Is Collected: Now What? Library Reports You Can Create

Tuesday, October 10, 2017, 2:00 PM

Valicia Greenwood, Library Statistics Specialist

Texas State Library and Archives Commission
Library Development and Networking Division

Reporting ≠ Boring!

The value of data

Tools you can use

Steps to report creation

Experience?

How many have used (check all that apply)

☐ Texas State Library Statistics webpage?

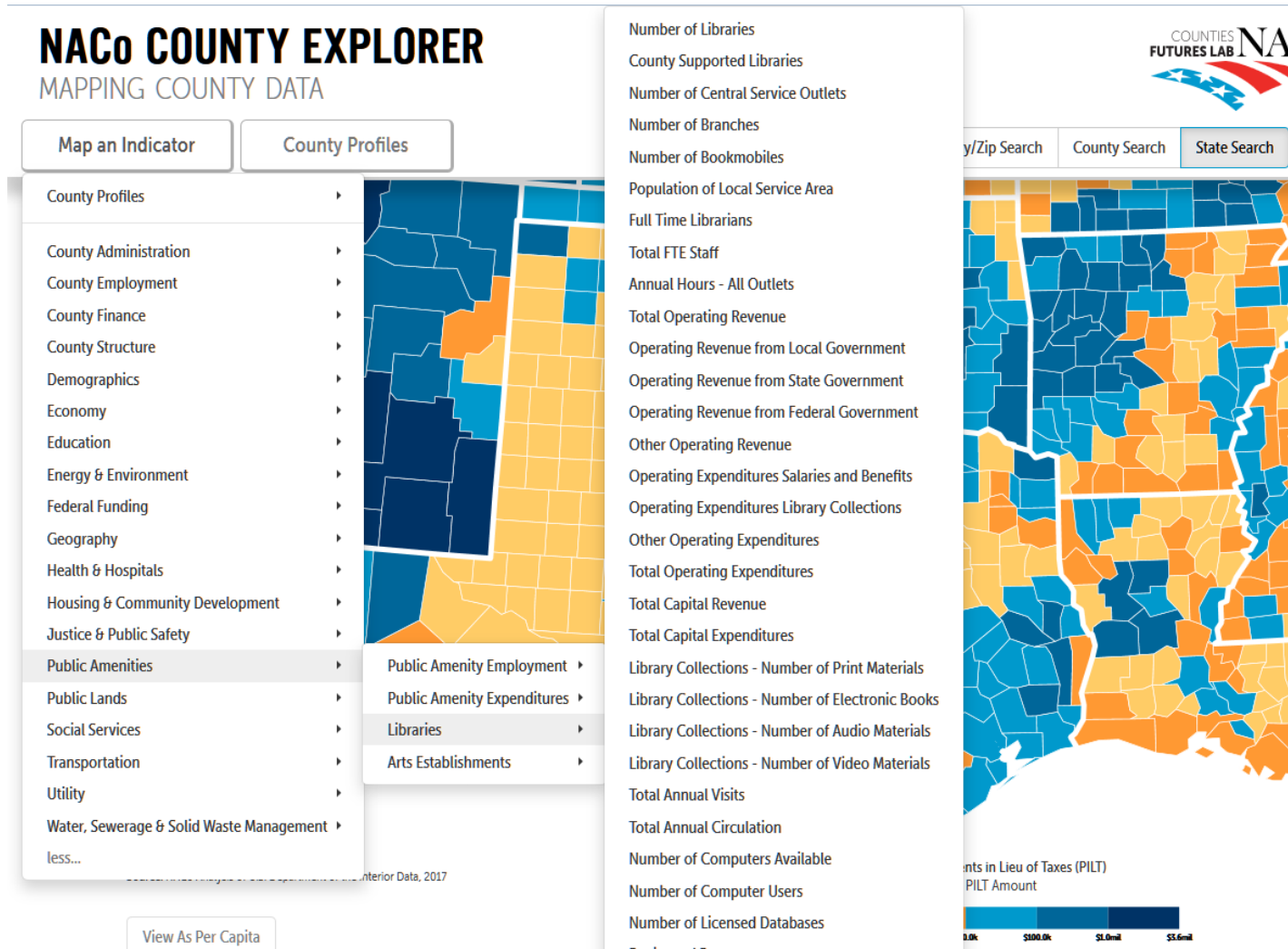☐ Texas LibPAS report features?
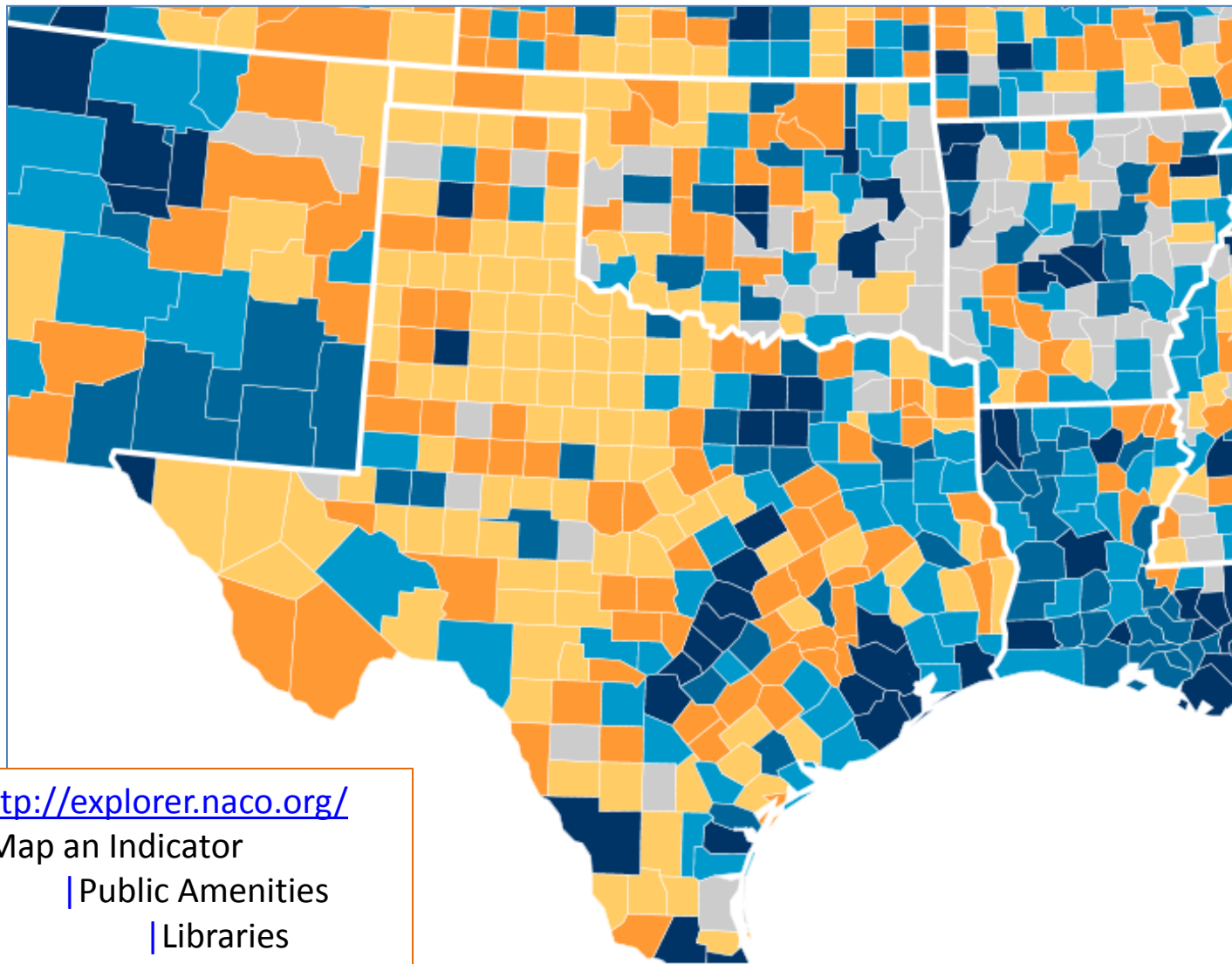
☐ Self-created Excel charts/graphs?

Why?

….*use* the research to identify national needs for and trends in museum and library services, measure and report on the services' impact and effectiveness, identify best practices, and develop plans to improve them.

National Association of Counties

http://explorer.naco.org/
|Map an Indicator
    |Public Amenities
        |Libraries

and Library Services - Public Libraries Survey (PLS), 2014

2014 Libraries
Total Operating Revenue

Why?

"…showcase what libraries are doing, why they are so critical."

--Sandy Treadwell, COSLA President, and State Librarian of Virginia.

"If you can point to the data, it drives a much better story…" *"Data changes how cities function and make decisions for the future."*

--Brooks Rainwater, Senior Executive and Director of the National League of Cities' Center for City Solutions,

Quotes from [Measures that Matter](#) webinar, 9.10.17,

Why?

"Data tells stories and gives snapshots of your organization… using imagery and visuals will make that data more compelling and easier to understand."

--Lo, Kevin. "Collecting and Reporting on Data" TechSoup 2012
http://www.techsoup.org/support/articles-and-how-tos/collecting-and-reporting-on-data

Why?

"Without data, how can we make a plan?" — Rep Mary González, El Paso, Sept 24, 2017 School finance session at Texas Tribune Festival 2017, in response to funding response to Harvey's devastation.

"Without data, all you have is another opinion." –unknown

What's available?

Texas State Library Statistics webpage

https://www.tsl.texas.gov/ld/pubs/pls/index.html

www.tsl.texas.gov
|Services for Libraries
|Statistics And Accreditation
|Texas Public Library Statistics

TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

| Archives & Reference | Services for Libraries | Talking Book Program | Records Management |

Home ›

# Texas Public Library Statistics

Statewide Trend Comparison Statistics

1997 to 2016 (.xls)

Texas Public Library Local Statistics

2016 Individual Library Statistics and Comparison Charts (.xlsx)
2016-All (LibPAS) Statistics from all reporting libraries
2016-Br (LibPAS) Branch statistics only

2015 Individual Library Statistics and Comparison Charts (.xlsx)
2015-All (LibPAS) Statistics from all reporting libraries
2015-Br (LibPAS) Branch statistics only

2014 Individual Library Statistics and Comparison Charts (.xlsx)
2014-All (LibPAS) Statistics from all reporting libraries
2014-Br (LibPAS) Branch statistics only

2013 Individual Library Statistics and Comparison Charts (.xlsx)
2013-All (LibPAS) Statistics from all reporting libraries
2013-Br (LibPAS) Branch Statistics only

2012 Individual Library Statistics and Comparison Charts (.xlsx)
2012-All (LibPAS) Statistics from all reporting libraries
2012-Br (LibPAS) Branch Statistics only

Information from 2012 forward opens as a report in **Texas LibPAS**. It can be expanded to view the full number of reporting libraries by selecting the option at the bottom of the page, or can be downloaded into a Microsoft Excel file, by clicking on the icon at the bottom of the page. Additionally, the information for selected columns can be sorted by clicking on the arrows found at the top of each column.

A free viewer for Excel is available here, if needed.

Prior to 2012

2011 2010 2009 2008 2007 2006 2005 2004
2003 2002 2001 2000 1999 1998 1997 1996

Texas Public Library Statewide Statistics

2016 2015 2014 2013 2012 2011 2010 2009 2008 2007 2006 (in .xls format)
2005 2004 2003   2002   2001   2000 1999 (in html format)

A free viewer for Excel is available here, if needed.

Texas State Library Statistics Webpage
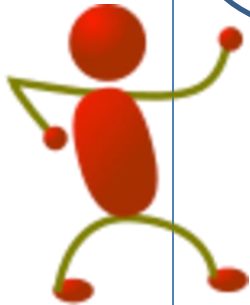
Libraries reporting
Population served (SFY)
Population unserved (SFY)
Number of branches
Number of bookmobiles
Public service outlets

EXPENDITURES ($)
Salaries and wages
Employee benefits
  Subtotal: wages and benefits
Print materials
Serial subscriptions
Electronic materials
Other materials
  Subtotal: library materials
Furniture and equipment
Other operating expenses
  Subtotal: miscellaneous
Total direct expenditures
Indirect costs
Total operating expenditures
Total local operating expenditures
Salaries & wages per capita
Materials expend. per capita
Total operating expend. per capita
Capital Outlay
Total local op expend per capita
% of Total Operating Expenses
  * Wages & benefits
  * Library materials
  * Miscellaneous other
  * Indirect costs

REVENUE BY SOURCE ($)
City
County
School district
  Subtotal: local gov't revenue
Foundation and corporate grants
Federal LSTA revenue
Other federal revenue
State revenue
  local revenue
  revenue
Local g
Total revenue per cap

LIBRARY COLLECTION
Books & serials - titles
Books & serials - items
Books in Print - titles
Book in Print - items
Books & serials - items per capita
Books in Print - items per capita
Government documents - items
Electronic format materials - items
Other library materials - items
Total collection - titles
Total collection - items
Total collection - items per capita
Current print subscriptions

LOCAL LIBRARY SERVICES
Total library circulation
Circulations per capita
Circulations per paid staff member
Circulations per hour
Circulations per library visit
Circulation of children's materials
Collection turnover rate
Reference transactions
Reference transactions per capita
Library program attendance
Program attendance per capita
nce at children's programs
s with Internet access
r of library visits
Library visits per capita
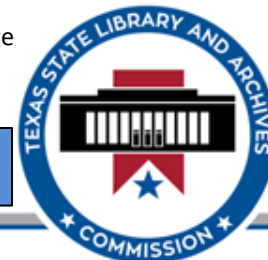
STAFFING (FTEs)
Librarians with ALA-MLS
Other librarians
Other paid staff
Total paid staff
Population per ALA-MLS
Population per total paid staff
Total volunteer hours

FACILITIES
Main library - square footage
Main + branches - square footage
Square footage per capita

Statewide summary

Actual sum; change year to year; change over 19 years.

Texas State Library Statistics Webpage

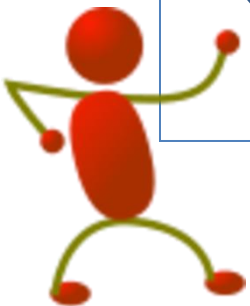**Texas Public Library Statistics**

Statewide Trend Comparison Statistics

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2016-Br (LibPAS) Branch statistics only

TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

Customized Library Data and Comparison Charts for Local Fiscal Year 2016

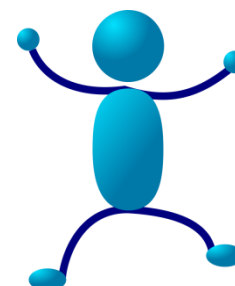**Choose Your Library's City from the drop-down menu here:**

then click on one or more of these links:	2016 Quick Report	to get a quick summary of the data for your library
	2016 Charts	to see how your library compares to ones of similar size or to statewide measures

For direct comparisons, select up to four libraries here:

Comparison Library City 1:
Comparison Library City 2:
Comparison Library City 3:
Comparison Library City 4:

then click this link: 2016 Comparison Charts

CC BY NC SA

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Customized Library Data and Comparison Charts for Local Fiscal Year 2016

Choose Your Library's City from the drop-down menu here:

then click on one or more of these links:

2016 Quick Report

2016 Charts

Find your library in the drop-down list

to ... ...ary of the d... ...y
t... ...rary c... ...f similar size or to statewide measures

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Comparison Library City 1:
Comparison Library City 2:
Comparison Library City 3:
Comparison Library City 4:

then click this link: 2016 Comparison Charts

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION

Customized Library Data and Comparison Charts for Local Fiscal Year 2016

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2016 Quick Report

2016 Charts

Find your library in the drop-down list

...t... ...ary of the
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or to statewide measures

For direct comparisons, select up to four libraries here:

Comparison Library City 1:
Comparison Library City 2:
Comparison Library City 3:
Comparison Library City 4:

then click this link: 2016 Comparison Charts

These charts are licensed under a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License, based on the work of Connecticut State Library at http://libguides.ctstatelibrary.org/dld/stats/chartmakers

TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

Customized Library Data and Comparison Charts for Local Fiscal Year 2016

Choose Your Library's City from the drop-down menu here:

then click on one or more of these links:	2016 Quick Report	to get a quick summary of the data for your library
	2016 Charts	to see how your library compares to ones of similar size or to statewide measures

For direct comparisons, select up to four libraries here:

Comparison Library City 1:
Comparison Library City 2:
Comparison Library City 3:
Comparison Library City 4:
then click this link: 2016 Comparison Charts

Austin Public Library
Local Fiscal Year 2016 Public Library Data

GENERAL LIBRARY INFORMATION

City	Austin
Region	Central Texas
County	Travis
Legal Establishment	City
Membership Status (SFY 2018)	Member
Population Served	931,830
Number of Branches	21
Number of Bookmobiles	0

OPERATING EXPENDITURES

Salaries and Wages	$18,515,885
Employee Benefits	$10,161,393
Subtotal: Wages and Benefits	$28,677,278
Print Materials	$2,651,380
Electronic Materials	$723,818
Other Materials	$406,388
Subtotal: Library Materials	$3,781,586
Other Operating Expenditures	$9,558,655
Indirect Costs	$0
Total Operating Expenditures	$42,017,519
Salaries and Wages Per Capita	$30.78
Library Materials Expenditures Per Capita	$4.06
Total Operating Expenditures Per Capita	$45.09
Wages and Benefits as % of Total Operating Expenditures	68%
Library Materials as % of Total Operating Expenditures	9%
Other Operating Expenditures as % Total Operating Expenditures	23%
Capital Outlay	$34,229,619

LOCAL OPERATING EXPENDITURES

Local Materials Expenditures	$3,781,586
Total Local Operating Expenditures	$42,017,519
Local Gov't Expenditures	$42,017,519

OPERATING REVENUE BY SOURCE

City	$42,017,519
County	$0
School District	$0
Subtotal: Local Government	$42,017,519
Foundation and Corporate Grants	$155,000
Federal LSTA Revenue	$0
Other Federal Revenue	$0
State Revenue	$0
Other Local Revenue	$1,015,160
Total Revenue	$43,187,679
Local Government Revenue Per Capita	$45.09
Total Revenue Per Capita	$46.35

CAPITAL REVENUE

Total Capital Revenue	$6,107,180

FACILITIES

Main Library Square Footage	110,633
Main+Branch Square Footage	361,514
Square Footage Per Capita	0.39
Hours open per week	61,412

LIBRARY COLLECTION

Books in Print-titles	352,685
Books in Print-items	991,588
Physical Audio Items	38,862
Downloadable Audio Items	339,831
Physical Video Items	112,714
Downloadable Video Items	15,660
Electronic Books	253,719
Local Licensed Databases	51
Total Collection-Titles	408,158
Total Collection-Items	**1,752,425**
Current Print Subscriptions	962
Books in Print-Items Per Capita	1.06
Total Collection-Items Per Capita	1.88

LOCAL LIBRARY SERVICES

Physical Circulation-Children's	2,249,398
Digital Circulation-Children's	0
Physical Circulation-Adult	2,774,968
Digital Circulation-Adult	1,066,809
Total Circulation	6,091,175
Number of Registered Users	570,446
Reference Transactions	108,975
Library Visits	3,203,534
Number of Library Programs	8,862
Total Library Program Attendance	237,775
Total Circulation Per Capita	6.54
Circulation Per Paid Staff Member	20,172
Circulation Per Hour	94.54
Circulation Per Library Visit	1.90
Collection Turnover Rate	3.48
Reference Transactions Per Capita	0.12
Program Attendance Per Capita	0.26
Library Visits Per Capita	3.44

STAFFING (Full-time equivalents)

Librarians with ALA-MLS	74.83
Other Librarians	0.00
Other Paid Staff	227.13
Total Paid Staff	301.96
Head Librarian's Salary	$218,362
Head Librarian-Hours Per Week	40.00
Total Volunterr Hours (Per Year)	22,985
Population Per ALA-MLS	12,453
Population Per Total Paid Staff	3,086

RESOURCE SHARING*

Number of Loans Received	887
Number of Loans Sent	1,477
*Between Separate Administrative Entities	

INTERNET AND ELECTRONIC RESOURCES

Number of Internet Terminals	606
Total Uses of Public Internet Computers	635,280
Number of Wi-Fi-Sessions	392,939
Number of Website Visits	21,838,222

Circulation per paid Staff, LFY2016

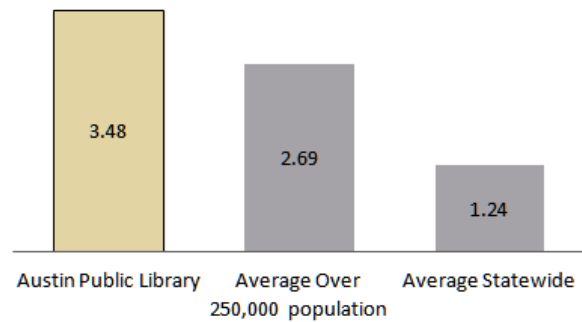- Austin Public Library: 20,172
- Average Over 250,000 population: 17,610
- Average Statewide: 12,870
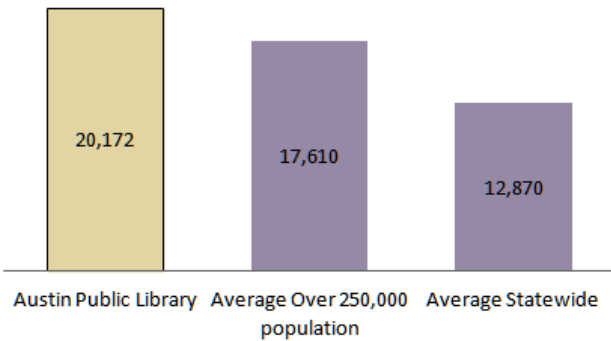
Circulation per Hour, LFY2016

- Austin Public Library: 95
- Average Over 250,000 population: 100
- Average Statewide: 34
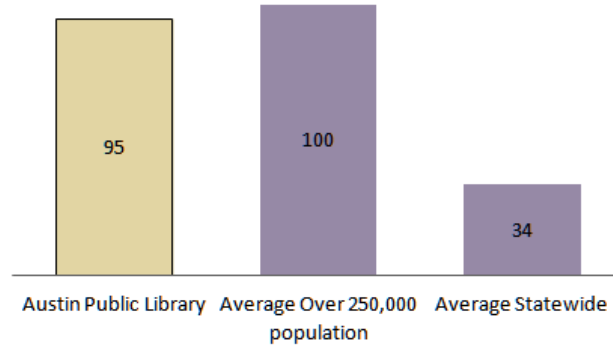
Reference Per Capita, LFY2016

- Austin Public Library: 0.12
- Average Over 250,000 population: 0.53
- Average Statewide: 0.82
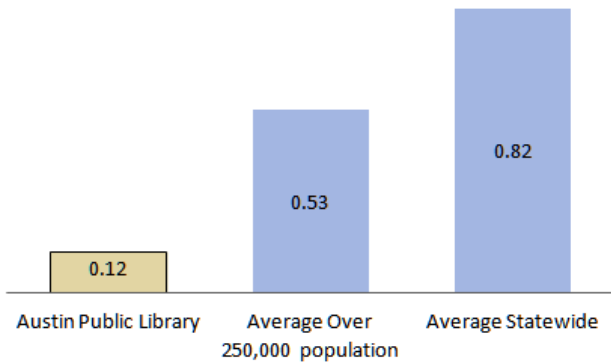
Collection Turnover Rate, LFY2016

- Austin Public Library: 3.48
- Average Over 250,000 population: 2.69
- Average Statewide: 1.24

Customized Library Comparison Charts for Local Fiscal Year 2016

Library Visits Per Capita, LFY2016

Austin	3.44
Dallas	2.56
Houston	1.64
SanAntonio	3.04
Houston-HCPL	2.17
Average Statewide	4.51
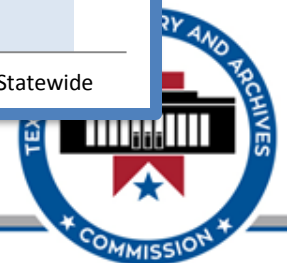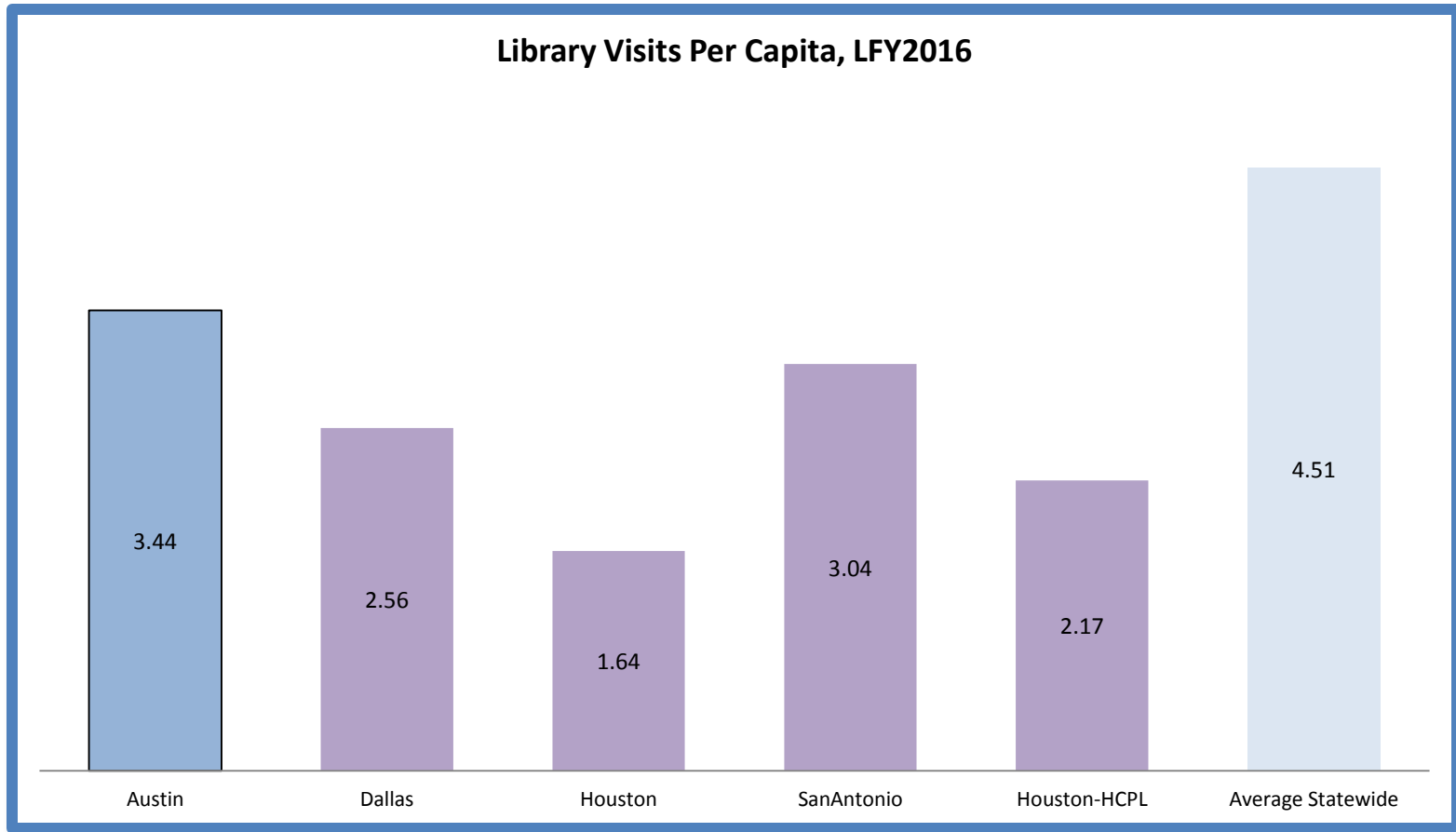
Customized Library Data Charts
for Local Fiscal Year 2016

- Library Use Charts
  - Library visits
  - Total circulation
  - Adult circulation
  - Children's circulation
  - Program attendance
  - Circulation per library visit
  - Circulation per paid staff
  - Circulation per hour
  - Reference
  - Collection turnover rate
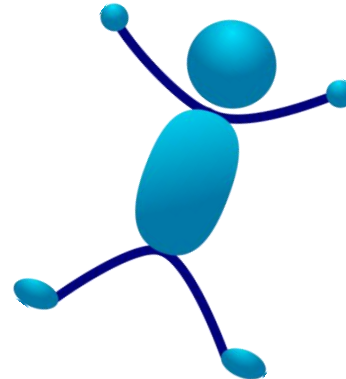
Customized Library Data Charts
for Local Fiscal Year 2016

- Collection Charts
  - Books in print
  - Collection total items

- Revenue Charts
  - Operating revenue
  - Local government revenue

Customized Library Data Charts
for Local Fiscal Year 2016

- Expenditure Charts
  - Total Operating Expenditures
  - Other Operating Expenditures as Percentage of Total Operating Expenditures
  - Library Materials Expenditures
  - Library Materials Expenditures as Percentage of Total Operating Expenditures
  - Salaries/Wages Expenditures
  - Staff Expenditures As Percentage of Total Operating Expenditures
  - Indirect Cost Expenditures as Percentage of Total Operating Expenditures

Customized Library Data Charts
for Local Fiscal Year 2016

- Other Measures
  - Total full-time-equivalent library employees
  - Population per ALA-MLS librarian
  - Population per total paid library staff
  - Unduplicated hours open
  - Library square footage

TELL US!!

What measures interest you?

- ☐ Collection statistics
- ☐ Circulation statistics
- ☐ Financial summaries
- ☐ Service measures
  - o Programs
  - o Visitors
  - o Reference

Texas State Library Statistics Webpage

Texas Public Library Statistics

Statewide Trend Comparison Statistics

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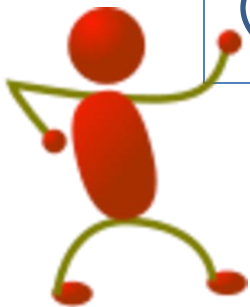
"2016-All"

Texas Public Library Statistics for Library Local Fiscal Year 2016

2016 Texas Public Library Statistics

Collection: Texas Public Libraries Annual Report   Period: **2016, (Start 2016-01)**   Months: **12**

Location (551)	1.1 Library Name	Population of the Legal Service Area	Legal Establishment	Accreditation Status	1.37 Region	1.2 County	LFY START	LFY END	1.5 Mailing Address	1.6 Mailing City	1.7 Mailing ZIP Code
ABILENE - ABILENE PUBLIC LIBRARY	Abilene Public Library	121,721	City	Member	Big Country Region	Taylor	10/1/2015	9/30/2016	202 Cedar St	Abilene	79601
ALBANY - SHACKELFORD COUNTY LIBRARY	Shackelford County Library	3,350	County	Member	Big Country Region	Shackelford	1/1/2016	12/31/2016	PO Box 2167	Albany	76430
ANSON - ANSON PUBLIC LIBRARY	Anson Public Library	2,334	Non-profit	Member	Big Country Region	Jones	1/1/2016	12/31/2016	1137 12th St	Anson	79501
ASPERMONT - STONEWALL COUNTY LIBRARY	Stonewall County Library	1,410	County	Member	Big Country Region	Stonewall	10/1/2015	9/30/2016	PO Box H	Aspermont	79502
BAIRD - CALLAHAN COUNTY LIBRARY	Callahan County Library	3,230	County	Non-Member	Big Country Region	Callahan	10/1/2015	9/30/2016	100 W 4th Ste B1	Baird	79504
BALLINGER - CARNEGIE LIBRARY OF BALLINGER	Carnegie Library of Ballinger	5,485	Non-profit	Member	Big Country Region	Runnels	1/1/2016	12/31/2016	204 N 8th St	Ballinger	76821
BIG LAKE - REAGAN COUNTY LIBRARY	Reagan County Library	3,792	County	Member	Big Country Region	Reagan	10/1/2015	9/30/2016	300 Courthouse Sq	Big Lake	76932
BRADY - FM BUCK RICHARDS MEMORIAL LIBRARY	FM Buck Richards Memorial Library	8,341	County	Member	Big Country Region	McCulloch	10/1/2015	9/30/2016	1106 S Blackburn St	Brady	76825
BRECKENRIDGE -	Breckenridge	9,440	Non-profit	Member	Big	Stephens	1/1/2016	12/31/2016	209 N	Breckenridge	76424
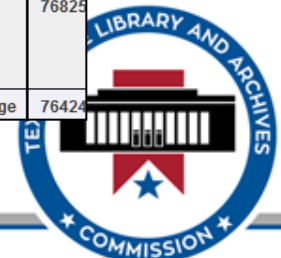
Spreadsheets

ALLEN PUBLIC LIBRARY	6	TX0416	CI	98,802	Member	Northeast Texas Region
ALMA M CARPENTER PUBLIC LIBRARY	370	TX0289	CI	2,912	Non-Member	Houston Area Region
ALPINE PUBLIC LIBRARY	7	TX0427	NP	9,386	Member	Texas Trans-Pecos Region

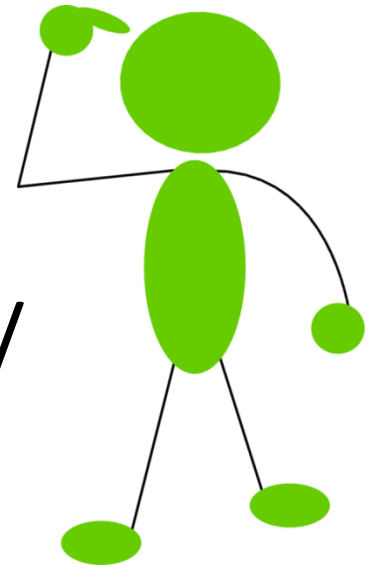1/57   10   Sort multiple columns by holding down tl

Questions

What's available?

Texas LibPAS website

https://tx.countingopinions.com/

Texas LibPAS

TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

Welcome AUSTIN PUBLIC LIBRARY

Click on the "**Enter**" button to access the online data collection form for your library.

Enter

The **Texas Public Libraries Annual Report** data collection form is closed.
It may continue to be viewed or printed.

click here for: Blank Copy 2016 Texas Public Libraries Annual Report Worksheet

For additional information, visit the **Texas Public Libraries Annual Report Webpage**
https://www.tsl.texas.gov/ld/pubs/arsma/index.html

This site uses Pop-up windows which may be disabled in your browser.
Turn off the pop-up blocker for this URL address to open these documents.

Texas State Library and Archives Commission   Library Development & Networking Division | 1201 Brazos Street   PO Box 12927 | Austin, Texas 78711-2927 | ld_services@tsl.texas.gov | 512/463-5465 or 800/252-9386 (Texas toll free) | fax 512/936-2306

Texas LibPAS

Texas LibPAS

Texas LibPAS

Merge Documents: Library Snapshot

Merge Documents: Tri-fold Library Snapshot

	Comparison Report		Libraries Annual Report	State Library and (*.docx preferred
☐	2016 Library Snapshot	DOCUMENT	Texas Public Libraries Annual Report	This is a snapsh Archives Commis once it is downloa
☐	2016 Library Snapshot - Tri-fold	DOCUMENT	Texas Public Libraries Annual Report	New tri-fold form State Library and (*.docx preferred

General Information

Assigned Population	29,886
Branches	0
Bookmobiles	0
Square Footage	13,698
Registered Users	31,781
Library Visits	86,941

Collection Totals

Physical Materials	
Books	22,310
Audio	1
Video	911
Digital (downloadable) materials	
Ebooks	59,855
EAudio & EVideo	1,657

Circulation Totals

Children's materials	13,183
All other materials	9,127
Circulation of materials in digital (downloadable) format	1,842
Inter-Library Loan	
Materials sent	57
Materials received	143

Programs & Attendance Totals

Age Group	Programs	Attendance
Children's	35	1,682
Young Adult	0	0
Adult	0	0

Accreditation Status

Texas Public Library System Member

Operating Revenue

Local Government Revenue

	$220,666
Foundation and grants	$0
Other local sources	$0
Total Operating Revenue	**$220,666**

Operating Expenditures

Salaries and Wages	$121,638
Benefits	$46,856
Collection – Total	$8,260
Print Materials	$8,000
Electronic Materials	$260
Other Materials	$0
Other Operating Expenditures	$43,912
Total Operating Expenditures	**$220,666**

Service Hours - Per Week

62 hours/week
Number of hours library is available to the public (including branches)

Sergeant Fernando de la Rosa Memorial Library

Laura Solis, Director
416 N Tower Rd
Alamo, TX 78516-2795

Phone: 956-787-6160

Fax: 956-787-5154

Library email: lsolis@alamotexas.org
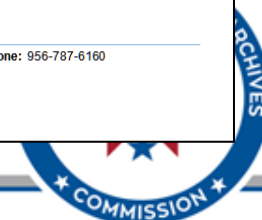

Sergeant Fernando de la Rosa Memorial Library

Annual Report Statistics

Reporting Period 2016

LIBRARY ARCHIVES

For more information, contact the library at lsolis@alamotexas.org

Phone: 956-787-6160

Merge Documents: Two-year comparison

		DOCUMENT	Texas Public Libraries Annual Report	This is a snapsho Archives Commis once it is downloa
☐	2016 Library Snapshot			
☐	2016 Library Snapshot - Tri-fold			
☐	2016 Two-Year Comparison Report			

Section 7: Local Library Service

Section 7: Local Library Service	2016	2015
7.1 Reference Transactions	6,050	6,993
7.2 Library Visits	86,941	89,815
7.3 Registered Users	31,781	31,326
7.4 Children's materials circulation - Physical formats	13,183	13,585
7.5 Circulation of Children's Materials-Digital formats	0	0
7.6 Circulation (Other than Children's) -Physical formats	9,127	11,420
7.7 Circulation (Other than Children's) -Digital formats	1,842	2,390
7.8 Total Circulation	24,152	27,395
7.9 Number of Children's programs provided by the library	35	354
7.10 Attendance at Children's Programs provided by the library	1,682	1,031

Section 10: Internet and Electronic Services	2016	2015
10.2 Internet Computers Used by General Public	38	38
10.3 Uses of Public Internet Computers Per Year	21,200	20,610
10.4 Number of persons trained in use of electronic resources	2,200	2,070
10.6 Number of sessions of the library's wireless Internet access (WI-FI) for the year		
10.7 Number of website visits for the year	100,150	98,150

Section 11: Library Hours	2016	2015
11.1 Number of Hours that the Central/Main library is open for the year.	3,108	3,164
11.2 Number of Weeks that the Central/Main library is open for the year.	52	52
11.3 Number of unduplicated hours the library and its branches are open per regular scheduled week	62	62
11.4 Number of hours Central/Main Library open regular scheduled week	62	62
Number of hours Central/Main Library open mer week.	62	62

Public Library Annual Report for
Sergeant Fernando de la Rosa Memorial Library
Comparison: reporting years 2015 and 2016

Section 1: General Information

Director/Head Librarian	Laura Solis	Email	lsolis@alamotexas.org	
Mailing Address	416 N Tower Rd Alamo 78516-2795			
Street Address	416 N Tower Rd Alamo 78516-2795			
Web Address	http://www.alamolibrary.com/			
Library Email	lsolis@alamotexas.org	County	Hidalgo	
Phone	9567876160	Telefax	9567875154	
2016 Assigned Population	29,886	2015 Assigned Population	29,894	
Local fiscal year began	10/1/2015	Local fiscal year ended	9/30/2016	

Section 2: Outlets	2016	2015
2.1 Number of Branch Libraries	0	0
2.2 Number of Bookmobiles	0	0
2.4 Square Footage of the Main Library	13,698	13,698

Section 3: Expenditures	2016	2015
3.1 Salaries & Wages Expenditures	$121,638	$148,131
3.2 Employee Benefits Expenditures	$46,856	$48,781
3.3 Total Staff Expenditures	$168,494	$196,912
3.4 Print Materials Expenditures	$8,000	$13,737
3.5 Electronic Materials Expenditures	$260	$3,000
3.6 Other Materials Expenditures	$0	$0
3.7 Total Collection Expenditures	$8,260	$16,737
3.8 Other Operating Expenditures	$43,912	$56,867
3.9 Total Direct Operating Expenditures	$220,666	$270,516
3.10 Indirect Costs	$0	$244,088
3.11 Total Library Operating Expenditures	$220,666	$514,604
3.12 Capital Outlay	$0	$0

Section 4: Local Financial Effort	2016	2015
4.1 Local Expenditures on Collections	$8,260	$16,737
4.2 Local Operating Expenditures	$220,666	$270,516
4.3 Local Government Operating Expenditures	$220,666	$270,516

Section 5: Library Revenue by Source	2016	2015
Operating Revenue		
5.1 City, Cities or Library District	$212,406	$252,275
5.2 County or Counties	$8,260	$18,241
5.3 School Districts	$0	$0
5.4 Local Government Operating Revenue	$220,666	$270,516
5.5 State Government funds	$0	$0
5.6 Federal Library Services & Technology Act (LSTA) Funds	$0	$0
5.7 Other Federal Funds	$0	$0
5.8 Subtotal - Federal Government Revenue	$0	$0

	2016	2015
5.9 Foundation & Corporate Grants	$0	$0
5.10 Other Local Sources	$0	$0
5.11 Subtotal-Other Operating Revenue	$0	$0
5.12 Total Operating Revenue	$220,666	$270,516
Capital Revenue		
5.13 City, Cities or Library District	$0	$0
5.14 County or Counties	$0	$0
5.15 School Districts	$0	$0
5.16 State Government	$0	$0
5.17 Federal Library Services & Technology Act (LSTA) Funds	$0	$0
5.18 Other Federal Funds	$0	$0
5.19 Foundation & Corporate Grants	$0	$0
5.20 Other Capital Revenue	$0	$0
5.21 Total Capital Revenue	$0	$0

Section 6: Library Collection	2016	2015
6.1 Books in Print - Titles	22,310	24,424
6.2 Books in Print - Items	26,896	26,236
6.3 Audio - Physical Materials - Titles	1	1
6.4 Audio - Physical Materials - Items	1	1
6.5 Audio - Downloadable - Units	1,657	1,299
6.6 Video - Physical Materials - Titles	911	911
6.7 Video - Physical Materials - Items	911	911
6.8 Video - Downloadable - Units	0	0
6.9 Electronic Books	59,855	28,732
6.10 Local Licensed Electronic Collections*		0
6.11 State Licensed Databases	61	62
6.12 Other Licensed Databases*		0
6.13 Total Licensed Databases		62
6.14 Collection Totals - Titles	23,222	25,336
6.15 Collection Totals - Volumes Items or Physical Units	89,320	57,179
6.16 Current Print Serial Subscriptions	62	62
6.17 Current Electronic Serial Subscriptions		0

*definition has changed from reporting year 2016

To Create a LibPAS Report

1. Add Report
2. Select Collection
3. Title Report
4. Select Report Folder
5. Select Report Type

To Create a LibPAS Report

6. Select Questions

7. Save Report

8. Run

9. Modify (repeat 6-8)

10. Publish (if desired)

1. Add Report

2. Select collection
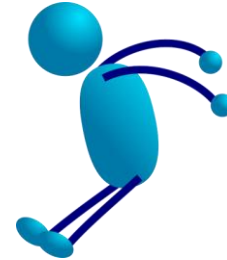# 3. Title Report

Collection: Texas Public Libraries Annual Report

4. Select folder

5. Select Report Type

❖ Table report

❖ Trend report

❖ PI (performance indicator) Gap report

❖ Period comparison

❖ Graph overlay

❖ Summary graph

Report Type Examples

Annual Statistics	Demo Reports	Merge Documents

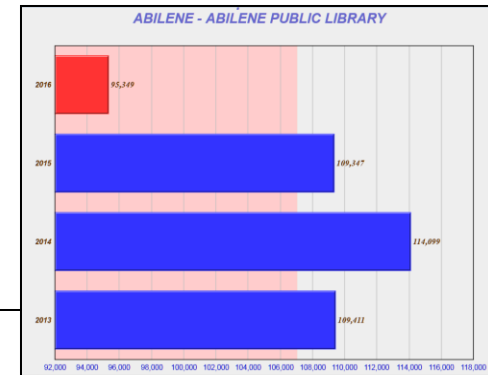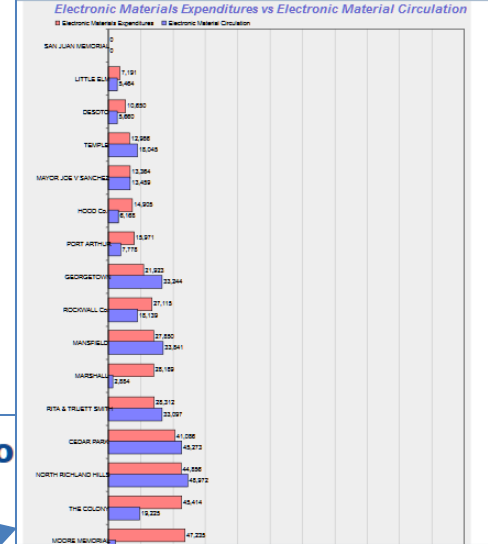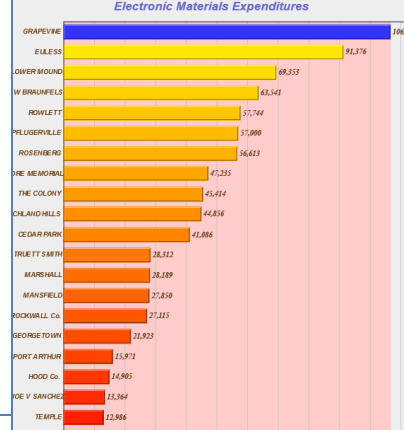| Report Name	Report Type	Collection	Description	Updated
1. Table Report	Table	Texas Public Libraries Annual Report	Example of a table report for expenditures	2017-07-27 16:39
2. Staffing Trends	OverallTrend	Texas Public Libraries Annual Report	Example of five-year trend report	2017-07-27 16:40
3. Period Comparison Report	Comparison	Texas Public Libraries Annual Report	Example of period comparison report using revenue	2017-07-27 16:41
4. PI Gap Report	Gap	Texas Public Libraries Annual Report	Example of PI Gap Report	2017-07-27 16:43
5. Graph/PI Overlay report-Patron Use Computers and Library Visits	Graph	Texas Public Libraries Annual Report	Example of a graph PI overlay report-computer terminals…	2017-07-27 16:44
6. Graph/PI Overlay report-Local Expenditures and Library Visits	Graph	Texas Public Libraries Annual Report	Example of a graph/PI overlay report	2017-07-27 16:44
7. Summary Graph Report-Collections-Physical Items	Summary Graphs	Texas Public Libraries Annual Report	Example of a summary graph report	2017-07-27 16:45
2016 Texas Public Library Statistics	Table	Texas Public Libraries Annual Report	Selected questions filtered by Bexar County including…	2017-07-28 11:33

Trend report

ABILENE - ABILENE PUBLIC LIBRARY

Technology trends

Collection: **Texas Public Libraries Annual Report**
....

TX	2013	2014	2015	2016
Section 10: Internet and Electronic Services				
Public Internet Computer				
Yes	547	544	549	550
No		5	1	3
Public Computers				
ABILENE – ABILENE PUBLIC LIBRARY	74	74	65	67
ALBANY – SHACKELFORD COUNTY LIBRARY	8	8	9	9
ANSON – ANSON PUBLIC LIBRARY	7	6	6	6
ASPERMONT – STONEWALL COUNTY LIBRARY	7	8	8	8
BAIRD – CALLAHAN COUNTY LIBRARY	2	2	2	2
BALLINGER – CARNEGIE LIBRARY OF BALLINGER	8	8	8	5
BIG LAKE – REAGAN COUNTY LIBRARY	13	13	12	12
BRADY – FM BUCK RICHARDS MEMORIAL LIBRARY	9	7	7	7
BRECKENRIDGE – BRECKENRIDGE LIBRARY	11	11	11	11
BROWNWOOD – BROWNWOOD PUBLIC LIBRARY	28	28	28	28
CISCO – CISCO PUBLIC LIBRARY	1	1	1	1
CLYDE – CLYDE PUBLIC LIBRARY	7	7	7	7
COLEMAN – COLEMAN PUBLIC LIBRARY	35	35	35	35

PI Gap

Electronic Materials Expenditures

Electronic Materials Expenditures vs Electronic Material Circulation

Comparison of electronic material expenditures to electronic circulation in populations of 50,000-75,000 4. PI Gap Report

Collection: **Texas Public Libraries Annual Report**   Period: **Start 2016-01**   Months: **12**

| Locations – 23	Electronic Materials Expenditures vs Electronic Material Circulation		
GRAPEVINE - GRAPEVINE PUBLIC LIBRARY	$106,600	286%	27,616
EULESS - EULESS PUBLIC LIBRARY	$91,376	219.3%	28,620
FLOWER MOUND - FLOWER MOUND PUBLIC LIBRARY	$69,353	50.6%	46,062
NEW BRAUNFELS - NEW BRAUNFELS PUBLIC LIBRARY	$63,541	15.6%	54,972
ROWLETT - ROWLETT PUBLIC LIBRARY	$57,744	164.6%	21,821
PFLUGERVILLE - PFLUGERVILLE PUBLIC LIBRARY	$57,000	-70.1%	190,449
GALVESTON - ROSENBERG LIBRARY	$56,613	33.8%	42,316
TEXAS CITY - MOORE MEMORIAL PUBLIC LIBRARY	$47,235	952.5%	4,488
THE COLONY - THE COLONY PUBLIC LIBRARY	$45,414	136.2%	19,225
NORTH RICHLAND HILLS - NORTH RICHLAND HILLS PUBLIC LIBRARY	$44,856	-8.4%	48,972
CEDAR PARK - CEDAR PARK PUBLIC LIBRARY	$41,086	-9.2%	45,273
WYLIE - RITA & TRUETT SMITH PUBLIC LIBRARY	$28,312	-14.5%	33,097
MARSHALL - MARSHALL PUBLIC			
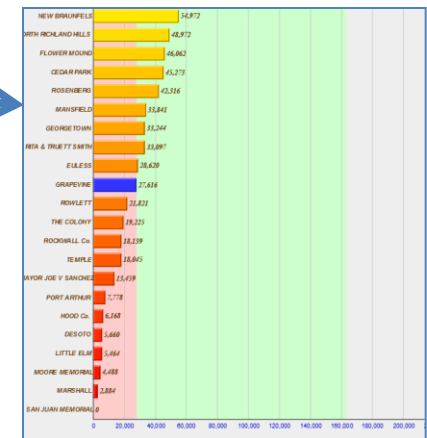
Period Comparison

City and County Operating Revenue for McLennan County 3. Period Comparison Report

Collection: **Texas Public Libraries Annual Report**

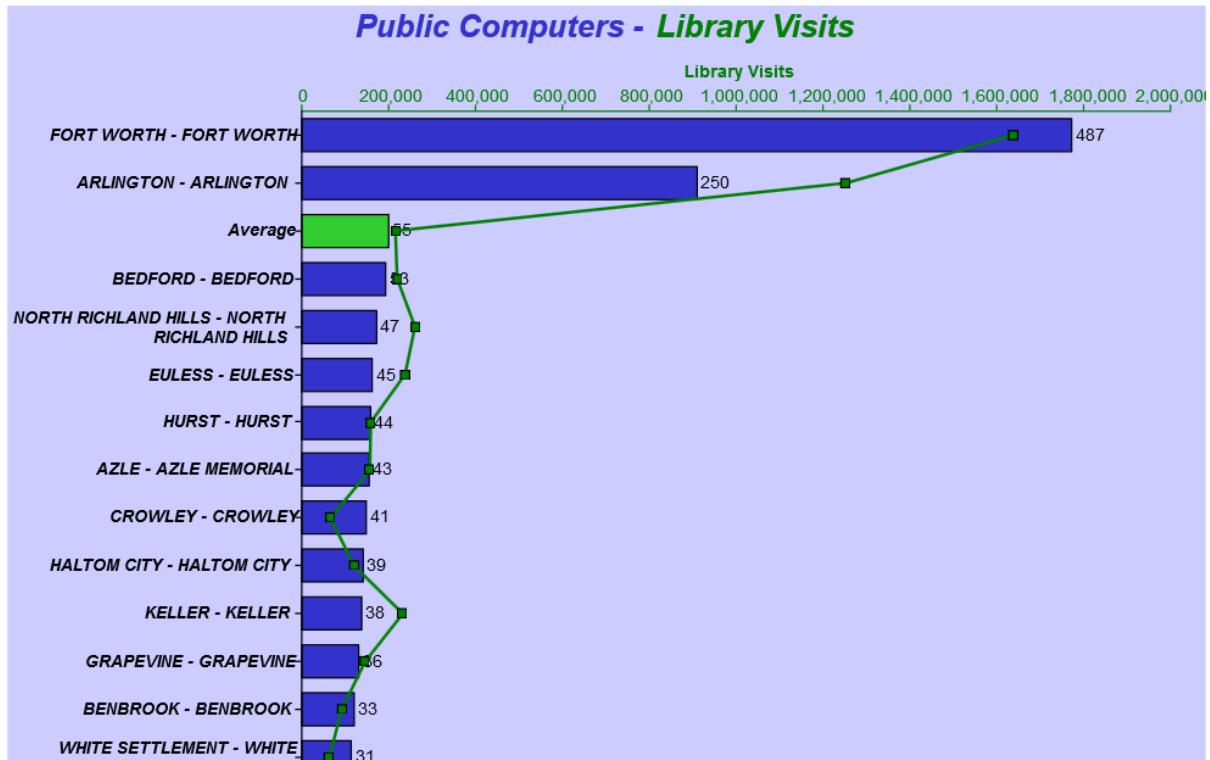| Period: | 2016 | Comparison Period: | 2011 |

Locations – 6	Population of the Legal Service Area (Texas Public Library Annual Report)			Operating Revenue-City (Revenue Used for Operating Expenditures)			Operating Revenue-County (Revenue Used for Operating Expenditures)		
	2016		2011	2016		2011	2016		2011
WACO - WACO-MCLENNAN COUNTY LIBRARY	205,991	5.21%	195,796	$3,169,978	12.44%	$2,819,306	$765,918	35.83%	$563,861
HEWITT - HEWITT PUBLIC LIBRARY	22,181	4.35%	21,256	$535,383	77.93%	$300,896	$6,000	50.00%	$4,000
MCGREGOR - MCGINLEY MEMORIAL PUBLIC LIBRARY	7,881	0.73%	7,824	$14,499	7.40%	$13,500	$5,000	25.00%	$4,000
WEST - WEST PUBLIC LIBRARY	4,487	1.88%	4,404	$4,000	0.00%	$4,000	$5,000	25.00%	$4,000
MART - NANCY NAIL MEMORIAL LIBRARY	2,972	-14.20%	3,464	$3,000	0.00%	$3,000	$5,000	25.00%	$4,000
MOODY - MOODY COMMUNITY LIBRARY	2,148	-0.14%	2,151	$7,250	45.00%	$5,000	$5,000	25.00%	$4,000

Graph Overlay

Summary Graph

Physical material collections in populations over 100,000, Reporting year 2016 7. Summary Graph Report-Collections-Physical Items

Collection: **Texas Public Libraries Annual Report**   Period   **2016**
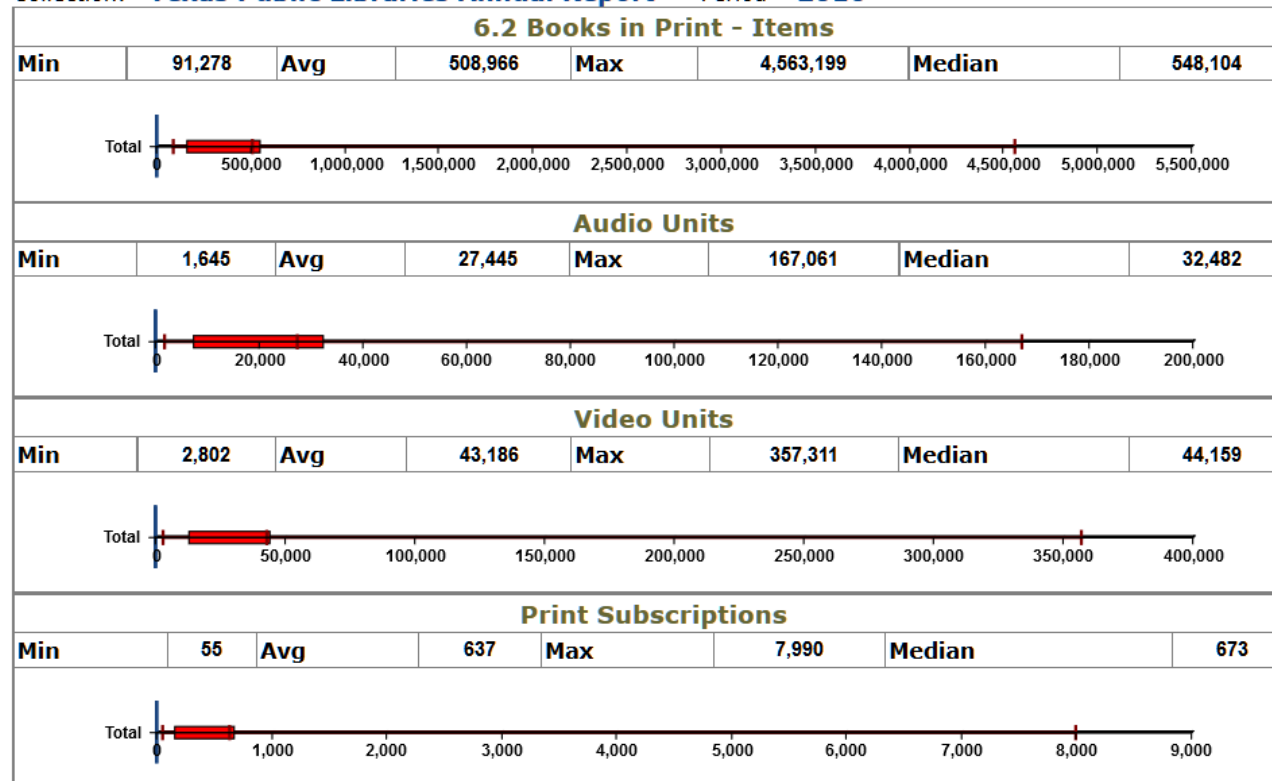
6.2 Books in Print - Items

Min	91,278	Avg	508,966	Max	4,563,199	Median	548,104

Audio Units

Min	1,645	Avg	27,445	Max	167,061	Median	32,482

Video Units

Min	2,802	Avg	43,186	Max	357,311	Median	44,159

Print Subscriptions

Min	55	Avg	637	Max	7,990	Median	673

6. Select questions

7. SAVE report!!!

Report Type	Trend ▼	Report Folder	Report

| Run | Save | Save as New Report | Save as New Template | Publish Report |

Locations		**Filters**				
Locations						
Data Elements (Indicators)		**Value**	**% Filter Low >=**	**<= Filter High**	**Sequence**	**Remo**
Texas Public Libraries Annual Report						
Texas Public Library Annual Report						
☐	ID				1	✖
☐	Did the library complete the annual report?	Y			2	✖
☐	Population of the Legal Service Area	25,271,551			3	✖
Section 10: Internet and Electronic Services						
☑	►10.1 Does your library have a computer with Internet access printing/copying capability for the use by the public?				4	✖
☑	10.2 How many computer terminals are used to access the Internet by the general public?	20,613			5	✖
☑	10.3 Annual total of uses of Public Internet Computers	14,528,308			6	✖
☑	10.4 How many persons were trained in the use of electronic resources in formal settings and/or informal settings?	1,895,490			7	✖
☑	10.5a Does your library have wireless internet (Wi-Fi) access available to users?				8	✖
☑	10.5b Report the total annual number of sessions for the Wi-Fi (wireless internet access).				9	✖
☑	10.6a Do you have a way to collect the number of website visits to your library's webpage?				10	✖
☑	10.6b Report the total number of visits to the library's website.	66,221,151			11	✖

Section (Group)

-- All groups --

```
►9.2 Does the library offer to lend materials to another library for their patrons?
9.3 Interlibrary Loans Received From Other Libraries
9.4 Interlibrary Loans Provided To Other Libraries
Section 10: Internet and Electronic Services
►10.1 Does your library have a computer with Internet access printing/copying capability for the use by the public?
10.2 How many computer terminals are used to access the Internet by the general public?
10.3 Annual total of uses of Public Internet Computers
10.4 How many persons were trained in the use of electronic resources in formal settings and/or informal settings?
10.5a Does your library have wireless internet (Wi-Fi) access available to users?
10.5b Report the total annual number of sessions for the Wi-Fi (wireless internet access).
10.6a Do you have a way to collect the number of website visits to your library's webpage?
```

| Add |

8. Run Report

Report Type	Trend ▼	Report Folder	Report ▼	

| Run | Save | Save as New Report | Save as New Template | Publish Report |

Locations	**Filters**
Locations	

Data Elements (Indicators)	**Value**	**% Filter Low >=**	**<=**

9. Modify Report
(go back to step 6)

10. Publish

	Report Name	Report Type	Collection	Description	Updated	QR-Code	URL
☐	**Technology trends**	OverallTrend	**Texas Public Libraries Annual Report**		2017-09-21	QR-Code	Technology trends

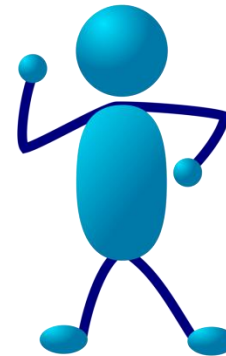Merge Documents | Report Templates | **Published Reports**
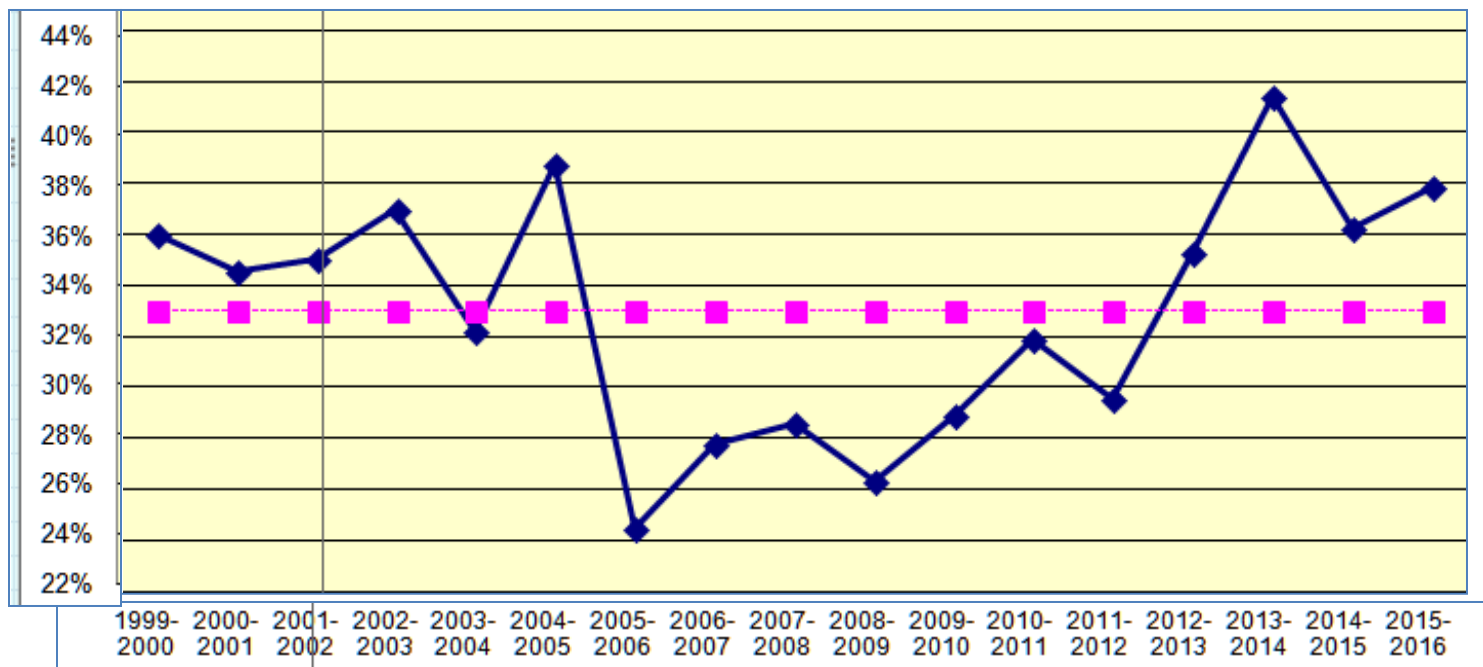
Published Reports

Reporting ≠ Boring!

Meaningful data

Display information

Customize

Show a trend

Make it compelling

Total Library Program Attendance

2011

2012

2013

2014

2015

2016

In 2015 South Dakota communities spent an average of $33 per resident on their public libraries.

$33

$4.37

An average of $4.37 was spent per resident on new materials purchases.

Ebooks in Texas Public Libraries Collection

8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0

2011   2012   2013   2014   2015   2016

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION
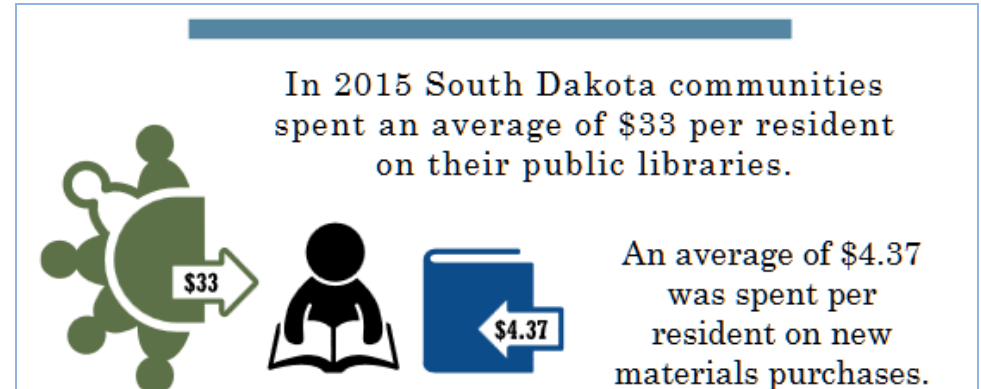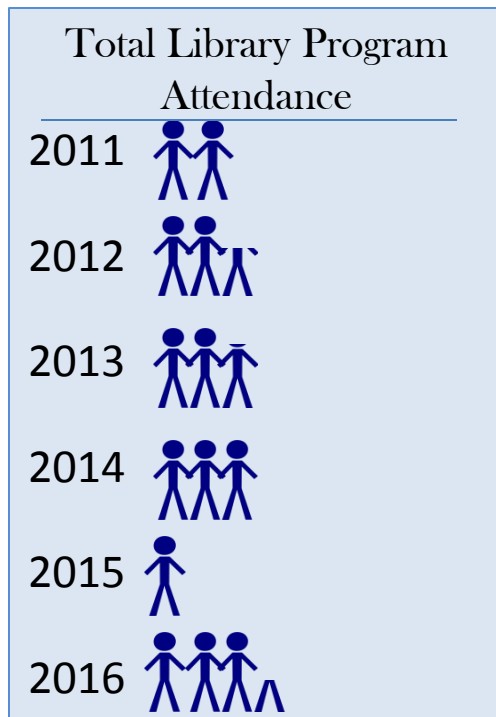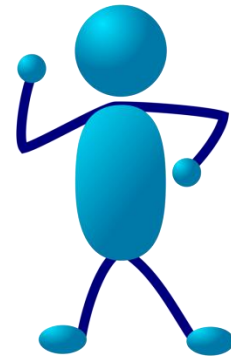
Parting words

Keep it simple

Aim for impact

Practice

Questions

Free Stuff

Texas State Library Statistics

https://www.tsl.texas.gov/ld/pubs/pls/index.html

Steal This Presentation

https://www.slideshare.net/jessedee/steal-this-presentation-5038209

Death by PowerPoint (and how to fight it)

http://tinyurl.com/SlideShareDbPPT

Create a chart in Excel – Microsoft Office Support

http://tinyurl.com/ChartCreation

All images from Microsoft Office 2007 clip-art

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